

17 MAY 1988

B61

25X1 NOTE FOR: Chief, []
25X1 SUBJECT: [] Space

Dave:

25X1 1. As I relayed to your office last week, we have identified 1,500 square
25X1 feet of additional space [] on the 3rd floor of Key Building. Please have
[] get in touch with [] for details.

25X1 2. We are seriously working on solutions to advance [] move onto the
Headquarters Compound, but I don't expect to have any definitive answer for you
until we complete our strategic space planning in May/June. As you are no doubt
aware, "space is a moving target" and dramatic changes may be on the horizon which
will impact on our previous planning. Be assured that we will make every effort to
25X1 keep [] wishes on the front burner as developments occur.

25X1 3. As I write this, we are considering an additional acquisition for space
for ORD and the Credit Union. If these acquisitions come to fruition, we will
certainly consider [] relocation to another external building. However, this
will require funds from you. I will keep you advised as the situation develops.

25X1 4. Our External Buildings Operations Branch/RECD has been severely
understaffed. They, nevertheless, are doing their best to provide a satisfactory
working environment for all components in the external buildings. We will continue
to do our best to sustain satisfactory operations and maintenance []. As we
implement a major OL reorganization plan through the end of this fiscal year, we
will undertake a concerted effort to increase EBOB's capabilities.

25X1 5. As I mentioned to you at our meeting last week, if we are not providing
logistics services in a satisfactory manner, please have [] contact me directly.

25X1 
M. Ray

cc: ADDA
C/HCS/FMD/OL
C/RECD/OL
C/FMD/OL

D/OL/J.Ray:mk (16 May 88)

25X1 1 - Addee
1 - Ea cc
1 - OL Files
1 - D/L Chrono

C O N F I D E N T I A L